



Division of Graduate Studies

APPLICATION FOR GRADUATE ASSISTANTSHIP

Assistantships are considered primarily as a form of financial aid to help students complete their graduate degree programs. In order to be eligible for a graduate assistantship, a student must be enrolled full-time (i.e., at least eight credit hours) in a specific degree program.

The Application for Graduate Assistantship form is to be used for Teaching and Research Assistantships only. Individuals interested in assistantship positions that are held in administrative offices should apply through <https://kent.joinhandshake.com>.

Return this form and a copy of your current vita/resume directly to the graduate coordinator in your program. Note that assistantship types, assistantship availability and application deadlines vary by program.

SECTION A: PERSONAL INFORMATION

Name (Last, First, Middle):

Click here to enter text.

Student ID Number (SSN if unknown):

Click here to enter text.

Current Address:

Click here to enter text.

City:

Click here to enter text.

State:

Click here to enter text.

Zip Code:

Click here to enter text.

Phone:

Click here to enter text.

Email:

Click here to enter text.

What is the best way to reach you?

Phone Email Postal Mail

Please Choose One:

- I will be new to KSU and I have applied to a KSU graduate degree program.
- I am a current KSU **undergraduate** student and I have applied to a KSU graduate degree program.
- I am a current KSU **graduate** student.

Current Degree/Degree Applied For:

- Master's
- Doctorate
- Educational Specialist

Current Program/Program Applied To:

Click here to enter text.

SECTION B: ASSISTANTSHIP INFORMATION

Term(s) of Appointment:

- Fall
- Spring
- Summer

Year of Appointment:

Click here to enter text.

Appointment Type:

- Full-Time
- Half-Time
- Either

A full-time appointment is for a maximum of 50% time (approximately 20 hours of work per week).
A half-time appointment is for a maximum of 25% time (approximately 10 hours of work per week).

Assistantship Type (check all that apply):

- Teaching *Assist faculty with instructional responsibilities or serve as the principal instructor of one or more courses. Duties may include meeting with students; administering tests or exams; grading homework or exams; teaching recitation, laboratory, or discussion sessions; and teaching lecture courses.*
- Research *Assist faculty on research projects. Duties generally include data collection, entry, and analysis; attending conferences to present results; and training and supervising less experienced research personnel. Research assistantships are generally funded by institutions external to KSU.*

Note: If you are interested in an Administrative Assistantship (assisting faculty, staff and administrators in the operations of the university), you should visit <https://kent.joinhandshake.com> for a listing of available positions and instructions on how to apply.

Please sign and date this form, attach a copy of your current vita/resume and submit to the graduate coordinator in your program.

(Signature)

(Date)

FOR OFFICE USE ONLY

Received By: _____ Date Received: ____ / ____ / ____ UG GPA: _____ Grad GPA: _____

Standardized Test Scores: _____ Date(s) Taken: ____ / ____ / ____



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